

DATABASE DESIGN AND APPLICATIONS

Databases are necessary to organize data and information in business. This event recognizes FBLA members who demonstrate that they have acquired entry level skills for understanding database usage and development in business.

CONTENT

This event is divided into two parts: objective test and skills test.

Participants should be prepared to compete in both parts by solving problems in the following areas:

Data definitions, query development, table relationships, form development, report generation, data entry techniques, basic organizational structure, editing relationships, and creating reports that include sorting and grouping, inserting graphics, calculating date and creating headers and footers.

ELIGIBILITY

Each district is represented by one participant. The participants must qualify as an active FBLA member to be eligible for this event.

REGULATIONS

1. An online entry must be submitted by March 17.
2. Participants may not have entered this event at a previous State Leadership Conference.
3. A participant who fails to report on time for the event may be DISQUALIFIED.
4. The problems must be prepared without the help from the adviser or any other person.
5. Participants must adhere to the dress code approved by the executive council.

PROCEDURES

1. One hour will be allowed for the skills test on the competencies listed in the National Chapter Management Handbook. This time must run continuously and cannot be administered in multiple sessions. Additional time will be allowed for general directions, equipment setup, and warm-up. Calculators are not allowed on this part of the test. No reference materials for the test will be allowed. Local chapter advisers are not to administer the skill test.
2. Participants must recognize the necessity for accurate proofreading.
4. A one hour written objective test will be administered on competencies listed in the National Chapter Management Handbook.
5. Participants are identified by the districts they represent.

6. Tests will be administered by authorized individuals as indicated on the State Leadership Conference registration form.

JUDGING

Objective tests will be machine graded. Ties will be broken based on the order in which the tests were returned. This test constitutes 15 percent of the final event score.

Judging of the skill test will be based on printed copy. The documents will be evaluated by a panel of judges. All decisions of the judges are final. The production portion of this event will constitute 85 percent of the final event score.

Graded papers are NOT returned to participants or advisers.

AWARDS

Plaques are presented to the winners of first through fifth places as long as finances are available. Certificates are given to individuals winning sixth through tenth places.

REPRESENTATION AT NATIONAL

The first and second place winners are entitled to represent the state chapter at the National Leadership Conference.